

VIRGINIA

The Federal Post Card Application (FPCA) is the primary form for requesting registration and/or an absentee ballot from your local election official. **Read all instructions printed below and on the FPCA before completing and signing your application.**

FEDERAL POST CARD APPLICATION

REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)	
APPLICATION FOR STATE OF _____ COUNTY OF _____ CITY OR TOWNSHIP OF _____ §	
I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE.	
1. APPLICANT INFORMATION (See instruction 1.) a. TYPED OR PRINTED NAME (Last, First, Middle Initial) _____ (A) b. SEX c. RACE _____ (G) d. DATE OF BIRTH _____ (B) e. SOCIAL SECURITY NUMBER _____ f. OTHER IDENTIFICATION NO. (passport, ID card) _____	6. POLITICAL PARTY AFFILIATION (This information is required by most states to send you a ballot for primary elections. See Instructions.) _____ 7. REMARKS (Provide additional information which will assist local election officials in determining your eligibility to register and vote. See Instructions.) _____ (H)
2. I LAST VOTED or PLACE OF LAST REGISTRATION (Do not leave this section blank. See instructions.) a. YEAR b. COUNTY, CITY, OR TOWNSHIP _____ (C) c. STATE d. VOTER REGISTRATION NO. (if known) _____	8. AFFIRMATION BY APPLICANT X only one: a, b, c or d I swear/affirm, under penalty of perjury, that I am: (See Instructions) a. a member of the Uniformed Services or merchant marine on active duty, or an eligible spouse or dependent. b. a U.S. citizen temporarily residing outside the U.S. c. a U.S. citizen overseas by virtue of employment or accompanying spouse or dependent. d. other U.S. citizen residing outside the U.S. e. I am a U.S. citizen, eligible to vote in the above jurisdiction, and subscribed to any required state/local oath or statement. f. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated. g. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S. h. The information on this form is true and complete. i. SIGNATURE OF APPLICANT _____ (J) j. DATE _____ X
3. VOTING RESIDENCE (For military, legal residence. For overseas civilians, last residence in U.S. IF USING RURAL ROUTE, SEE INSTRUCTIONS.) a. LAST DATE OF RESIDENCY _____ (D) b. NUMBER AND STREET (Do not use Post Office Box) _____ c. CITY, TOWN OR VILLAGE _____ (E) d. STATE _____ e. COUNTY OR PARISH _____ f. ZIP CODE (9 -digit, if known) _____	9. WITNESS/NOTARY ADDRESS AND SIGNATURE (If required by state law) _____ (K) DATE SIGNED _____ M M D D Y Y
4. MAIL ABSENTEE BALLOT TO: (Mailing address where you want the ballot to be sent.) _____ _____ _____ (F)	
5. YOUR FAX NUMBER (If this application is faxed, include all international prefixes. See instructions.) _____	

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.

Application Instructions

Circled letters on the form above correspond to the instructions below. **You must complete all shaded areas.**

A. A married woman who has adopted her husband's last name must provide her maiden name in 1(a).

B. Military members, merchant marine members, and their spouses and dependents must provide the service identification number of the member. Overseas electors and/or their spouses and dependents must provide an identification number or name and address of employer. (See H below).

C. All voters must complete. Write "None" if not applicable.

D. Enter last day of residency at your Virginia voting residence address only if that home is no longer available to you. Overseas electors must provide this date.

E. Provide the complete street address of your Virginia voting residence. A post office box is not sufficient. If your address includes a rural route number, describe its location in Item 7. For example: "on Highway _____, 2 miles past Highway _____, across the street from the _____ gas station." This address must be different from the one provided in Item 4 and must be within the county or city where you claim legal voting residence.

F. Print the complete address where you want your ballot sent - usually your current mailing address. It must be different from the address you provided in Item 3.

G. If you do not list a party affiliation, you cannot vote in primary elections. You must indicate your political party affiliation when applying for a primary ballot (Example: Democrat, Republican) or write "none" in Item 6 of the FPCA. Primaries are held only if requested by the political party and then only if at least two candidates file for the office. Political party affiliation is not required if only requesting ballots for general elections. If you are currently registered and want to change your political party affiliation or you have previously declined to indicate a political party affiliation and you now want to vote in a primary election, you must submit a completed FPCA which includes your new political party affiliation to the local election official not later than 29 days before the election.

H. Uniformed service members, merchant marine members, and their spouses and dependents must provide the branch of service, and grade or rank of the military member. Citizens residing overseas for reason of employment must provide the name and address of the employer.

I. Check ONE box.

J. The FPCA must be signed and dated by the applicant in the presence of a witness for it to be processed by the local election official.

K. The witness must sign block 9. Any person over the age of 18 may act as the witness and must sign Item 9.

I. UNIFORMED SERVICES

A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Virginia and members of the Uniformed Services and their family members. Uniformed Services are defined as the U.S. Armed Forces, merchant marine, commissioned corps of the Public Health Service and the National Oceanic and Atmospheric Administration.

B. When To Do It

You may use a single FPCA to request ballots for all elections held within a calendar year (for local, state and Federal offices).

(1) **To register permanently and request an absentee ballot**, send a completed FPCA to the general registrar so that it arrives as early as possible in a calendar year, but not later than 5 days before the election.

If you are already registered and only wish to request an absentee ballot, send a completed FPCA to the general registrar so that it arrives as early as possible, but not earlier than the beginning of the calendar year of the election and not later than 5 days before the election.

(2) Vote and return your ballot immediately to be sure that it arrives by the close of polls on election day.

Local election officials mail absentee ballots approximately 45 days before an election.

If you are outside the U.S. and have not received your state ballot in a timely manner, use the Federal Write-In Absentee Ballot. See instructions in Chapter 2, page 12 and Section I.F.

C. Oath/Witness Requirements

The FPCA you use for registration and/or absentee ballot request and the oath on the absentee ballot return envelope must be witnessed.

D. Electronic Transmission of FPCAs and Ballots

- Virginia allows you to send the FPCA for registration and absentee ballot by fax. After faxing, submit the FPCA by mail.
- Virginia does not allow you to receive the blank ballot by fax.

- Virginia does not allow you to return the voted ballot by fax.

Please refer to Appendix C for specific instructions when transmitting election materials electronically. **Use only the following numbers:**

DSN 223-5527
(703) 693-5527
1-800-368-8683

E. Early Absentee Ballot

Virginia provides an early absentee ballot for the elections for governor, lieutenant governor or attorney general only. You are eligible to use this ballot if you are overseas and you will not be able to vote and return a regular absentee ballot within the time provided for regular absentee ballots.

Use the FPCA to request this early absentee ballot. In Item 7 of the FPCA, place one of the state special write-in labels from Section III.G. If no labels are available, write in Item 7: "I am unable to vote in any other manner due to overseas military service or due to living in an isolated or extremely remote overseas area. I request an early absentee ballot."

The early absentee ballot must be requested not later than 90 days before the election.

F. Federal Write-in Absentee Ballot

Virginia has expanded the use of the Federal Write-In Absentee Ballot (FWAB) (SF 186). The instructions described in Chapter 2 of this Guide remain the same, except that Virginia also allows the FWAB to be used by any of the persons listed in Section A above, whether voting from inside or outside the U.S. Virginia also allows the FWAB to be used in primary, general or special elections for Federal offices.

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

II. CIVILIANS OUTSIDE U.S.

A. Who Can Do It

These procedures apply to persons who are U.S. citizens and residents of Virginia, or overseas citizens. The term "overseas citizen" means a U.S. citizen who resides outside the U.S. and (except for living outside the U.S.) would be qualified to vote in Virginia.

- residents of Virginia temporarily living outside the U.S. by virtue of their employment, and their spouses and dependents living with them (for local, state and Federal office ballots)
- residents of Virginia living outside the U.S. by virtue of employment, and their spouses and dependents living with them who were registered to vote immediately preceding the move overseas (for local, state and Federal office ballots)
- overseas citizens (for Federal office ballots only)

B. When To Do It

You may use a single FPCA to request ballots for all elections held within a calendar year.

(1) **If you are a Virginia resident residing temporarily outside the U.S., register permanently and request an absentee ballot** by sending a completed FPCA to the general registrar as early as possible in a calendar year so that it arrives not later than 29 days before the election.

If you are already registered and only wish to request an absentee ballot, send a completed FPCA to the general registrar so that it arrives as early as possible, but not earlier than the beginning of the calendar year of the election and not later than five (5) days before the election.

If you are an overseas citizen, you may be registered temporarily annually. To register temporarily and request an absentee ballot, send a completed FPCA to the general registrar so that it arrives not earlier than 6 months before the election and not later than 30 days before the election.

(2) Vote and return your ballot immediately to be sure that it arrives by the close of polls on election day.

Local election officials mail absentee ballots approximately 45 days before an election.

If you have not received your state ballot in a timely manner, use the Federal Write-In Absentee Ballot. See instructions in Chapter 2, page 12 and Section II.F.

C. Oath/Witness Requirements

The FPCA you use for registration and/or absentee ballot request and the oath on the absentee ballot return envelope must be witnessed.

D. Electronic Transmission of FPCAs and Ballots

- Virginia allows you to send the FPCA for registration and absentee ballot by fax. After faxing, submit the FPCA by mail.
- Virginia does not allow you to receive the blank ballot by fax.
- Virginia does not allow you to return the voted ballot by fax.

Please refer to Appendix C for specific instructions when transmitting election materials electronically. **Use only the following numbers:**

DSN 223-5527

(703) 693-5527

1-800-368-8683

E. Early Absentee Ballot

Virginia provides an early absentee ballot for the elections for governor, lieutenant governor or attorney general to any person voting from overseas who believes that he or she will not be able to vote and return a regular absentee ballot by normal mail delivery within the period provided for regular absentee ballots.

Use the FPCA to request this early absentee ballot. In Item 7 of the FPCA, place one of the state special write-in labels from Section III.G. If no labels are available, write in Item 7: "I am unable to vote in any other manner due to overseas military service or due to living in an isolated or extremely remote overseas area. I request an early absentee ballot."

The early absentee ballot must be requested not later than 90 days before the election.

F. Federal Write-in Absentee Ballot

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Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

III. UNIFORMED SERVICES & CIVILIANS OUTSIDE U.S.

A. Late Registration

The following persons may register in person up to and including the date of an election: persons otherwise qualified to register who are (1) active duty military, and their spouses and dependents, who are discharged within 60 days of election day; (2) persons who are normally absent from their county or city of residence or who return to reside there during the 28 days preceding the election who are (i) active duty military, (ii) members of the merchant marine, (iii) persons who reside temporarily outside the U.S. by virtue of their employment, and (iv) spouses or dependents of (i), (ii), and (iii) who reside with them. If previously registered in Virginia, you are eligible to vote in local, state and Federal elections. If this will be your first time voting in Virginia, you are eligible to vote only in Federal elections.

B. Bars to Registration and Voting

Persons convicted of a felony or declared mentally incapacitated by a court may not register or vote unless their rights have been restored.

C. Cancellation of Registration

Temporary registration for overseas citizens is canceled following each election for Federal office.

D. Action on Registration Requests

If denied, notice of denial is sent.

E. Action If Registration Is Denied

Registration applications must be complete. Failure to complete all requests may result in denial of your application. Persons denied registration may appeal to the circuit court. A form for petitioning the court is provided on the reverse side of the denial. Consult a legal assistance officer or civilian counsel.

F. Where to Send it

Mail the FPCA to the General Registrar, county or city of voting residence, as listed below:

County	County Seat	Zip Code
Accomack	Accomack	23301-0097
Albemarle	Charlottesville	22902-4596
Allegheny	Covington	24426-1410
Amelia	Amelia	23002-0481
Amherst	Amherst	24521-0550
Appomattox	Appomattox	24522-0235
Arlington	Arlington	22201-5400
Augusta	Verona	24482-0590
Bath	Warm Springs	24484-0157
Bedford	Bedford	24523-2035
Bland	Bland	24315-0535
Botetourt	Fincaastle	24090-0062

County	County Seat	Zip Code
Brunswick	Lawrenceville	23868-1823
Buchanan	Grundy	24614-0975
Buckingham	Buckingham	23921-0222
Campbell	Rustburg	24588-0103
Caroline	Bowling Green	22427-0617
Carroll	Hillsville	24343-1436
Charles City	Charles City	23030-0146
Charlotte	Charlotte Courthouse	23923-0118
Chesterfield	Chesterfield	23832-1690
Clarke	Berryville	22611-0555
Craig	New Castle	24127-0008
Culpeper	Culpeper	22701-3017
Cumberland	Cumberland	23040-0008
Dickenson	Clintwood	24228-1306
Dinwiddie	Dinwiddie	23841-0365
Essex	Tappahannock	22560-1561
Fairfax	Fairfax	22035-0081
Fauquier	Warrenton	20186-3224
Floyd	Floyd	24091-2101
Fluvanna	Palmyra	22963-0044
Franklin	Rocky Mount	24151-1720
Frederick	Winchester	22601-5000
Giles	Pearisburg	24134-1633
Gloucester	Gloucester	23061-0208
Goochland	Goochland	23063-1013
Grayson	Independence	24348-0449
Greene	Stanardsville	22973-0341
Greensville	Emporia	23847-1092
Halifax	Halifax	24558-0400
Hanover	Hanover	23069-0419
Henrico	Richmond	23273-7032
Henry	Collinsville	24078-0007
Highland	Monterey	24465-0386
Isle of Wight	Isle of Wight	23397-0077
James City	Williamsburg	23187-3567
King and Queen	King and Queen C.H.	23085-0056
King George	King George	22485-0443
King William	King William	23086-0173
Lancaster	Lancaster	22503-0159
Lee	Jonesville	24263-0363
Loudoun	Leesburg	20175-3621
Louisa	Louisa	23093-0220
Lunenburg	Lunenburg	23952-9999
Madison	Madison	22727-0267
Mathews	Mathews	23109-0328
Mecklenburg	Boydton	23917-0436
Middlesex	Saluda	23149-0358
Montgomery	Christiansburg	24073-0275
Nelson	Lovingston	22949-0292
New Kent	New Kent	23124-0128
Northampton	Eastville	23347-0510
Northumberland	Heathsville	22473-0084
Nottoway	Nottoway	23955-0024
Orange	Orange	22960-1410
Page	Luray	22835-1289
Patrick	Stuart	24171-0635
Pittsylvania	Chatham	24531-1136
Powhatan	Powhatan	23139-0058
Prince Edward	Farmville	23901-0269
Prince George	Prince George	23875-0034
Prince William	Manassas	20110-5557
Pulaski	Pulaski	24301-5016
Rappahannock	Washington	22747-0236
Richmond	Warsaw	22572-1000
Roanoke	Roanoke	24018-0089
Rockbridge	Lexington	24450-2528
Rockingham	Harrisonburg	22801-1252
Russell	Lebanon	24266-0383
Scott	Gate City	24251-3417
Shenandoah	Woodstock	22664-0048
Smyth	Marion	24354-0067
Southampton	Courtland	23837-0666
Spotsylvania	Spotsylvania	22553-0133
Stafford	Stafford	22555-0301
Surry	Surry	23883-0264
Sussex	Sussex	23884-0302
Tazewell	Tazewell	24651-0201
Warren	Front Royal	22630-3372
Washington	Abingdon	24210-2901
Westmoreland	Montross	22520-0354
Wise	Wise	24293-0309
Wythe	Wytheville	24382-2598
York	Yorktown	23690-0451
Independent Cities		Zip Code
Alexandria		22314-3135
Bedford		24523-0807
Bristol		24201-4393
Buena Vista		24416-3133
Charlottesville		22902-0911

Independent Cities

Chesapeake
Clifton Forge
Colonial Heights
Covington
Danville
Emporia
Fairfax
Falls Church
Franklin
Fredericksburg
Galax
Hampton
Harrisonburg
Hopewell
Lexington
Lynchburg
Manassas

Zip Code

23328-0225
24422-0013
23834-9001
24426-1534
24543-0209
23847-1092
22030-3640
22046-3332
23851-0042
22404-7447
24333-1045
23669-3500
22801-3638
23860-2704
24450-0922
24505-0060
20108-0560

Independent Cities

Manassas Park
Martinsville
Newport News
Norfolk
Norton
Petersburg
Poquoson
Portsmouth
Radford
Richmond
Roanoke
Salem
Staunton
Suffolk
Virginia Beach
Waynesboro
Williamsburg
Winchester

Zip Code

20111-2376
24114-1323
23607-4305
23501-1531
24273-0225
23804-1031
23662-1996
23704-3822
24141-1540
23261-1037
24005-1095
24153-0203
24402-0058
23439-1966
23456-0247
22980-0748
23187-3538
22601-4786

“VOTE: It’s Your Opinion In Action”

by FC1(SW) Rodney Dean Dyer, USN, Dahlgren, Virginia

If needed, place one of the following stick-on labels in Item 7 of the FPCA:

"I am unable to vote in any other manner due to overseas military service or due to living in an isolated or extremely remote overseas area. I request an early voting absentee ballot."

"I am unable to vote in any other manner due to overseas military service or due to living in an isolated or extremely remote overseas area. I request an early voting absentee ballot."

